

**PEACE CORPS  
OVERSEAS REQUEST FOR QUOTATION (RFQ) FOR  
KITCHEN CONSTRUCTION PROJECT AT THE PEACE CORPS NEPAL OFFICE**

RFQ Date: August 22<sup>nd</sup>, 2019

Peace Corps intends to offer a firm-fixed price contract for the Kitchen construction project in outbuilding.

Interested vendors should submit a quote for the services as described in this RFQ.

Written quotes (hand carried or e-mailed) are due to the following address by 4:00 p.m. on **September 2<sup>nd</sup>, 2019**. Quotes received after the closing date/time will not be accepted.

Name: Binaya Shrestha  
Address: Peace Corps Nepal  
Maharajgunj Chakrapath  
Email: bshrestha@peacecorps.gov

A site visit is scheduled for August 26<sup>th</sup>, 2019 at 10:00 AM. To request participation in the site visit, call 9802003119 no later than August 25<sup>th</sup>, 2019 by 4 PM.

**A. Price/Period of Performance:**

**Supplies or Equipment**

Period of performance: Schedule proposed by the contractor.

Supplier Unit Quotes shall be a Firm Fixed-Price, and inclusive of any administrative or overhead costs.

**B. Statement of Work/Specifications**

**TECHNICAL SPECIFICATIONS FOR OFFICE RENOVATION PROJECT**

**1. Kitchen construction**

- i) Build a kitchen with Prefab materials on the terrace area in the outbuilding.
- ii) The kitchen should be enclosed with prefab walls and windows as appropriate.
- iii) Install a modular kitchen with sink and cooking range and build necessary partitions with serving window to separate it from the canteen.
- iv) Install two additional sinks outside of the kitchen.
- v) Do all the necessary plumbing for water supply and drainage.
- vi) Install a door to kitchen.
- vii) Do the necessary paintings.
- viii) Install lights and do the necessary wirings for Power outlets.

## **2. Debris Removal and Cleaning.**

**Please refer to Attachment A for design and drawings**

### **C. Location of Work**

Peace Corps Office Maharajgunj Chakrapath

Note: Award of the contract and start date of the project is contingent upon availability of funds and receipt of all internal and external approvals.

### **Delivery Location: Peace Corps Nepal Office, Maharajgunj Chakrapath**

POC Name: Sushil Manandhar

Mailing Address: smanandhar2@peacecorps.gov

Phone Number: + 977 1 4016027

### **D. Acceptance Criteria**

Acceptance of all work under a completed contract will be done by the Peace Corps Contracting Officer or designee.

### **E. Contract Terms and Conditions**

As stated in the standard Peace Corps Firm Fixed Price Construction contract

### **F. Peace Corps Payment Schedule and Terms**

Supplier will receive payment approximately 3 – 4 weeks after acceptance and receipt of valid/accurate invoice. The payment will be made via Electronic Fund Transfer (EFT) to the bank account provided by the supplier.

### **G. Evaluation Factors:**

Quotes that are not responsive to this RFQ will not be evaluated by Peace Corps. All responsive quotes received by the due date/time will be evaluated in accordance with the factors specified below:

**Technical Evaluation** – The government will evaluate the technical proposal on the following factors.

- 1) Quality of the materials offered (5 points)
- 2) Delivery Timeframe and Project Schedule (5 points)
- 3) Warranties offered (5 points)
- 4) Other Factors (5 points) e.g. previous work experience; the size of construction team to be involved etc.
- 5) **Please note that, technical evaluations will be rated based on details provided, so please include as much details as you can.**

### **Price Evaluation**

Price will be evaluated, but award may be made to other than the low priced quote. The award will be made to the total quote that offers the best value to Peace Corps in accordance with the above evaluation factors.

**H. Instructions to Vendors:**

- a. Please read RFQ in its entirety including factors that will be considered in making award in Section I.
- b. Provide a detailed written quote by the due date stated in the Cover Letter of this RFQ. Written quotes may be hand delivered to the Peace Corps Nepal Office, Maharajgunj or sent to PO Box 15150, Kathmandu, Nepal or emailed to bshrestha@peacecorps.gov.
- c. The quote should include the following sections:
  - 1) Detailed Cost Estimate with total firm fixed price
  - 2) Proposed project schedule and planned completion dates. Specify the materials to be used, the size of the construction team to be involved, and any warranties offered within this section.
- d. A list of past performance references for previously completed projects. For each reference provided, please provide the name of the project, the date completed, and a reference point-of-contact (name and contact information) the quote should be signed by someone authorized to legally bind the company/firm submitting the quote.
- e. The quoted terms and prices cannot be increased at a later time.

## Attachment A

### 1. Kitchen Construction in the Outbuilding

